

# Alabama A&M University

## Institutional/Work-Study 2020 Payroll Schedule

**ALL STUDENT EMPLOYMENT CATEGORIES: NO WORK IS TO BE PERFORMED ON FEDERALLY OBSERVED HOLIDAYS & OFFICIAL UNIVERSITY CLOSINGS.**

**FEDERAL COLLEGE WORK-STUDY EMPLOYMENT CATEGORY: NO WORK SHOULD BE PERFORMED DURING THE WEEK OF FINAL EXAMS AND BREAKS (I.E. SPRING BREAK)**

### Student Employees

- Submit your completed time sheet by the end of your shift on your last working day of the pay period for approval. You **will not** be able to access your time sheet after **11:59 p.m.** on the last working day of the pay period.

### Approvers

- Approve time sheets by 2:00 p.m. on the "Approval Date" for the pay period. You **will not** be able to access time sheets after **2:00 p.m.**

**PLEASE NOTE: Online time sheets that are not submitted and approved by the deadline will result in delay of pay. Paper time sheets are considered late and will be paid upon the next biweekly pay date.**

Pay #	Pay Period Dates	Student Submission Date	Approvers Approval Date	Pay Date	Bank Observed Federal Holidays
1	12/21/2019-01/03/2020	01/03/2020	01/06/2020	01/10/2020	*New Year's Day 1/1
2	01/04/2020-01/17/2020	01/17/2020	01/20/2020	01/24/2020	*MLK Day 1/20
3	01/18/2020-01/31/2020	01/31/2020	02/03/2020	02/07/2020	
4	02/01/2020-02/14/2020	02/14/2020	02/17/2020	02/21/2020	*President's Day 2/17
5	02/15/2020-02/28/2020	02/28/2020	03/02/2020	03/06/2020	
6	02/29/2020-03/13/2020	03/13/2020	03/16/2020	03/20/2020	
7	03/14/2020-03/27/2020	03/27/2020	03/30/2020	04/03/2020	
8	03/28/2020-04/10/2020	04/10/2020	04/13/2020	04/17/2020	
9	04/11/2020-04/24/2020	04/24/2020	04/27/2020	05/01/2020	
10	04/25/2020-05/08/2020	05/08/2020	05/11/2020	05/15/2020	
11	05/09/2020-05/22/2020	05/22/2020	05/25/2020	05/29/2020	*Memorial Day 5/25
12	05/23/2020-06/05/2020	06/05/2020	06/08/2020	06/12/2020	
13	06/06/2020-06/19/2020	06/19/2020	06/22/2020	06/26/2020	
14	06/20/2020-07/03/2020	07/03/2020	07/06/2020	07/10/2020	*Independence Day 7/4
15	07/04/2020-07/17/2020	07/17/2020	07/20/2020	07/24/2020	
16	07/18/2020-07/31/2020	07/31/2020	08/03/2020	08/07/2020	
17	08/01/2020-08/14/2020	08/14/2020	08/17/2020	08/21/2020	
18	08/15/2020-08/28/2020	08/28/2020	08/31/2020	09/04/2020	*Labor Day 9/7
19	08/29/2020-09/11/2020	09/11/2020	09/14/2020	09/18/2020	
20	09/12/2020-09/25/2020	09/25/2020	09/28/2020	10/02/2020	
21	09/26/2020-10/09/2020	10/09/2020	10/12/2020	10/16/2020	*Columbus Day 10/10
22	10/10/2020-10/23/2020	10/23/2020	10/26/2020	10/30/2020	
23	10/24/2020-11/06/2020	11/06/2020	11/09/2020	11/13/2020	*Veterans Day 11/11
24	11/07/2020-11/20/2020	11/20/2020	11/23/2020	11/27/2020	*Thanksgiving Day 11/26
25	11/21/2020-12/04/2020	12/04/2020	12/07/2020	12/11/2020	
26	12/05/2020-12/18/2020	12/18/2020	12/21/2020	01/06/2021	*Christmas Day 12/25